

12 October 1973

MEMORANDUM FOR: Deputy Director for Management and Services  
SUBJECT : Weekly Report - Office of Training

I. Recent Activities

A. Community On-Line Intelligence System Training

At a meeting at Headquarters on Tuesday, 9 October, sub-system project managers for the Community On-Line Intelligence System (COINS), including Mr. [REDACTED] STATINTL CIA's Project Manager, discussed the need for, and the dimensions of a comprehensive training program on the system, to be given for the Community. The proposed timetable would involve FY 75, with the training to begin about a year from now. The managers agreed that the Information Science Training Staff would be the source to develop a proposed training program and to conduct the major portion of the training once approval is given.

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Recognizing OTR's stated limitations of personnel and budget, [REDACTED] COINS Project Manager for the Assistant Secretary of Defense for Intelligence, plans to submit a request asking for OTR's help and in which he will include a proposed solution to the problems of staffing and money. (OTR made no commitment -- though if resources are made available, it makes good sense for us to go ahead with the requirement.)

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[REDACTED], of the Information Science Training Staff, represented OTR at the meeting.

B. Conference on Operations Training

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A conference on operational training was held at the [REDACTED] on 3-4 October and was attended by 19 officers representing all DDO divisions and staffs and OTR. Although primarily to open up more effective channels of communication with the area divisions, a number of points of concern were discussed to mutual advantage: the DD/O's view (expressed by [REDACTED], DDO/TRO) of training

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in career development, expanded preparation of officers going to non-official cover assignments, and the improved effectiveness of training against the hard targets. In the process, the DDO officers -- many of them for the first time -- got a fairly intimate look at OTR's needs and problems. It appears this group may have some value as an ad hoc body to counsel OTR on specific operational training problems.

C. Midcareer Course

Following an interesting trip to the Chicago area where visits were made to the Commonwealth Edison Dresden Nuclear Power Plant, the GE Nuclear Fuel Reprocessing Plant, and to the Argonne National Laboratory, the class returned for talks on economics by Robert Hormats of the NSC Staff, narcotics by Ambassador Hoffacker and Marvin Gentile of State, the energy crisis by James West of Interior, intelligence consumer needs by [redacted], and the future for CIA, as seen by [redacted] from OTR.

General Walters concluded the course with a stimulating half-hour talk.

D. CIA Today and Tomorrow

We are pleased with the favorable comments we have been receiving from employees who attended the recent three-day program (25-27 September). Apparently the Auditorium was no great deterrent to achieving the objective of the program. Consequently we are planning to hold the next two or three runnings there so as to accommodate even larger numbers -- perhaps as many as 250 -- since we find interest in the program continuing at a high level.

E. Guest Speaker Program

From observations of OTR's staff members and from other reports we have had, Professor [redacted] lead- STAT off lecture in the new CIA Guest Speaker Program, on 9 October in the Auditorium, was a marked success. After kudos to CIA, Professor [redacted] expanded on US-Soviet relations, giving a broad though penetrating analysis of political, technological, and economic concerns. He followed with a question-and-answer period.

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The program was recorded on video cassette. A transcript is being prepared for Mr. Colby in response to a request from his Executive Assistant, [redacted]

The November speaker will be [redacted]

[redacted]  
Studies. His topic will be "Crisis Management in International Affairs;" the date is the 13th.

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#### F. Training Officers Conference

The half-day program which OTR conducted on Thursday, 11 October, here at Chamber of Commerce building, was attended by 44 Training Officers (47 had registered), representing all Directorates and the Office of the Director. Feedback was immediate, with many calls not only reflecting enthusiasm for the session -- and the prospect of later ones, but more importantly, giving us thoughts on what OTR might do in arranging for follow-up meetings.

#### G. Tutorial Training for DDS&T Official

In response to a request from Leslie Dirks, Director, ODE, we are providing some basic intelligence training for Mr. [redacted], a senior official who has recently joined CIA. [redacted] will be in charge of R&D planning, with his responsibilities cutting across the Agency. He has already had the initial briefing on the organization and function of CIA; other briefings will include coverage on the operational and production side of the Agency. Mr. [redacted] hopes to sit in on certain portions of the next Intelligence in World Affairs course and to hear some of the presentations given in M&S: Trends and Highlights.

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## II. Upcoming Developments

### A. Russian House

The first (in Russian) of the month-long total immersion programs is about to begin at the [redacted] on Tuesday, 23 October. So far all planning is on schedule. On Wednesday, 10 October, the students and faculty were briefed on the full program, including its goals, the general schedule, the logistics, and the questions for which answers will be sought during the weeks of training. More

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specifically, questions concerning the relationship of this kind of training to the reduction of time required to progress from zero to a level-3 in speaking; teaching strategies that are most effective in an immersion environment, and reactions to living under demanding conditions of a twelve-hour-daily training schedule.

Twelve students (four are women), four full-time faculty members, (one-two weeks stay for each), and three or four members of the staff at the Language Learning Center will participate in the program.

B. DIA Management Conference

The DIA Management Conference is scheduled to open on Monday, 15 October, [REDACTED] and to continue for the week. Approximately 25 officers are expected to attend. This will be the first Intelligence Community group to use the Station's facilities for a conference.

C. Foreign Affairs Executive Seminar

Enrollment is up to seven for the Seminar scheduled to begin on Monday, 29 October: two from the DDM&S (OMS and OC); three from the DDI (OCI and OER); one from NPIC, and one from the EA Division. We expect at least one more from the DDO.

[REDACTED]

Alfonso Rodriguez  
Director of Training